

	<b>DEVELOPMENT APPLICATIONS</b> Checklist for Solar Panel Installation	Document No:	ENV006D
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		Relevant Policy/Act:	

All appropriate information must accompany Development Application on lodgement.

1. **DEVELOPMENT APPLICATION FORM** is required to give a description of the development.
2. **A CURRENT CERTIFICATE OF TITLE** for your property. The Certificate of Title is required for the assessing officer to check for any easements, encumbrances, caveats, the dimensions of the site and the owner details. This can be obtained from the Lands Title Office. The Lands Title Office can be contacted on 1800 648 176 or [www.landservices.sa.gov.au](http://www.landservices.sa.gov.au)
3. **CONSTRUCTION DETAIL (Two Copies)** - descriptive structural detail and calculations including Regulation 88.
4. **SITE PLAN (Two Copies)** - must show boundary distances from Solar Panels and supporting structure in four (4) directions. If located on a roof, relevant location details must be supplied.
5. **CONSTRUCTION INDUSTRY TRAINING BOARD LEVY** - if the development cost is greater than \$40,000, a receipt showing that the Training Levy has been paid should be provided to Council.

CITB Levy fees can be paid online at [www.citb.org.au](http://www.citb.org.au)

6. **ELECTRICITY DECLARATION FORM** – All applications lodged must include a signed copy of an “**Electricity Declaration Form**.” This can be completed by either the Applicant or the Property Owner. If this “**Electricity Declaration Form**” is not included with the lodgement of the Development Application, Council would need to refer the application to the Technical Regulator and charge a fee to the Applicant. A guideline “**Building Safely near Powerlines**” and a “**Powerline Clearance Declaration Guide**” is available from our Council office or on our website at [www.dcgrant.sa.gov.au](http://www.dcgrant.sa.gov.au) to assist you in filling out this form.
7. **FEES** - various fees may apply and these will be calculated upon lodgement.

Application forms available from this Council or on our website at: [www.dcgrant.sa.gov.au](http://www.dcgrant.sa.gov.au)